

Group Memory
CTPAC Steering Committee Meeting # 4
April 19, 2004

Next Meeting dates

July 13, 2004

Desired outcome for next SC meeting:

Upshot reports

Issue resolution and appeals process.

New work group proposals from Bob S.

Any new issues from June 9 meeting.

Items for the Council meeting:

Chairperson for the SC.

Membership of the SC. Attendance, participation...

TPMS

Status of MAY 19 2003 LIST,

Bin List & Great Ideas

1. Need to discuss representation on the steering committee – many “visitors” show up every time, some members are absent ...Need a process to identify membership. (Steve, November 2003)

~~2. Proposals need to be formally presented to Caltrans. (Aaron, November 2003.)~~

Group Decisions

All decisions made will be double underlined in the body of the notes below.

1. (Date)

Purpose of the group

In support of the purpose of the Caltrans Transportation Permits Advisory Council, (CTPAC) which is to facilitate communication between industry and Caltrans on transportation permits related issues, the Steering Committee (SC):

1. Sets priorities on issues and
2. Establish and lead work groups to study specific issues,
3. Monitors progress of the working groups.
4. Approves the final recommendations of the work groups and transmit the results to the Chief, Office of Truck Services.
5. Plans presentation and communication at the annual meeting of the CT PAC.

Authority of the group

The group makes recommendations and advises Caltrans on their concerns related to transportation permits, including procedures and processes over which the Department has control. This is not a technical decision making body. Caltrans cannot always implement the recommendations; when this is the case, Caltrans will communicate the reasons for its decisions.

Document Register

Upshot

These are the assignments made at the meeting. As new ones are added they will be appended to the list. As assignments are completed they will be lined out with a ~~strike through~~, but left on the list until the next meeting. This will provide a running record of assignments made at these meetings.

From February 19, 2004

27	Hossein	Discuss CCR process issue with Karla and Asif. (see discussion outline # 3.6)	2/27/04
28	Asif	Look into a funding means to contribute CT funds to chairperson expenses. (see discussion outline # 5.5.3)	
29	Hossein	got an e-mail sent to the committee members with information and web site address from the project managers in TPMS project. Include all feedback we have received. (see discussion outline # 6.7)	2/27/04
30	Anthony	WG9 111203 001, develop response into draft policy for review by the work group.	4/2/04
31	Bill Johns	Coordinate meeting of thw Workgroup 9 and CT to continue developing a response for their proposal WG9 111203 001,	3/15/04
32	Hector	Put a roster of work groups together who is working on what?	
33	Aaron	Develop policy on Item V, Reducible Loads response, page 4 Of 6, "Annuals, working group #7."	3/15/04 4/28/04
34	Vaughn	Provide information to Larry on color printing.	2/26/04
35	Hossein	Convene meeting between CHP and CT to discuss variance revisions.	4/02/04
36	Rick Hill	Send information to Hector regarding federal mandate on pilot car truck driver and law enforcement training program so CT does not have to certify pilot cars. Hector to forward info to the group.	3/19/04
37	Anthony	Clarify Tridom response with Vaughn.	3/30/04
38	Vaughn	Take Dual Lane Width Hauling response back to the work group.	3/30/04

From April 19, 2004

39	All for Hector	Coordinate the input for Variance process SOP All: Please look at the draft SOP and send to Hector your suggestions and questions. (see discussion outline # 6)	May 10
40	Vaughn	Draft up duty statement for the chairperson. (see discussion outline # 7.3)	5/06/04
41	Mike V	Send Hector the details of work group report so it can be included in this record. (see discussion outline # 8)	4/23/04
42	Hector	Draft of Chapter 3 needs to be sent out to the Steering Committee. Need result before June 9 th meeting.	May 10
43	Bob	Develop the Maps, Fees and Permits Manual workgroups, includes rosters, leader name, membership, e-mail addresses, scope of work for the groups. (see discussion outline # 13, 14, and 15)	July 13 meeting
44	Hector	<i>Variance Loads: Vehicle inspection & Permit Request Procedure: Develop the idea discussed today by the group (see discussion outline # 17)</i>	May 15
45	Larry	Send out a note on the 24/7 issue. 24/7 hours of travel has been approved in the past, but not implemented.	May 15
46	All for Hector	Send all your comments to Hector on this flow chart for the Procedures and Appeals Process... Include in the July 13 meeting. (see discussion outline # 5)	May 15
47	Larry	Larry will coordinate with Anthony the Appendix 15 update on duel loading	May 10

Critique from April meeting:

What went well	What Needs Improvement
Continuing to streamline the effort Communication a lot better.	Results Participation of then membership. Implementation...

1. Ground rules:
 1. 1. Begin and end on time
 1. 2. No side conversation
 1. 3. Pagers and cell phones to stun.

1. 4. Raise your hand when you want to talk;
1. 5. Speak up; silence is consent.
2. Opening remarks:
 2. 1. Mary was introduced too the group She said she wants to address issues the group has identified; get buy in from the group and increase communication. 916-657-2213 is her phone number,
3. Chairperson funding
 3. 1. Not available at this time.
4. Upshot discussion
 4. 1. US 33: Want to get a draft from Aaron right away.
5. Group process – Appeals procedure, etc.
 5. 1. Send all your comments to Hector on this flow chart for the Procedures and Appeals Process. This needs to be on the agenda for the next meeting. (See upshot assignment # 46)
6. Variance Process
 6. 1. Issue: Review the variance process.
 6. 2. Caltrans has been trying to review the process internally to improve it.
 6. 3. Tab 5 has information on the issue.
 6. 4. Discussion
 6. 4. 1. Some variance permits are a waste of time as they could be “no-brainer” permits.
 6. 4. 2. There could be two types of variances – some should be simple. Can this be streamlined? How much analysis is really required for the simple ones?
 6. 4. 3. Caltrans internally wants to make sure the right people are connected.
 6. 4. 4. Traffic manager is involved any time the CHP is involved; or any time when we determine some physical structure of the highway needs to be moved or removed.
 6. 4. 5. Caltrans has a standard format letter to use to respond to customers.
 6. 4. 6. The truckers are the customers for Caltrans, but the Trucker sees the person shipping the load as the customer.
 6. 4. 7. Comments from the group would be welcome. Caltrans needs specific examples.
 6. 4. 8. Customers contacting CHP directly; the haulers need to work with Caltrans first, not make their own agreements with CHP. This needs to be done in a more coordinated fashion.
 6. 4. 9. Ground rules need to be set down for consultants.
 6. 4. 10. Caltrans needs to be considerate of the time lag -

6. 5. OUTCOME

6. 5. 1. We will establish a work group to coordinate the response from industry.
(See upshot assignment # 39)

7. CTPAC – SC Chairman Discussion

7. 1. Issue: What has been done?

7. 2. Discussion

7. 2. 1. Discussion with Caltrans has gone on – Industry feels this is a valid and valuable way to go.
7. 2. 2. We need to have someone be the point person who can spearhead this, and help develop agendas, work in work groups, etc, come back with good responses collectively gathered from all parties.
7. 2. 3. Industry wants this forum to accept the nomination of Bob Shepherd to be the chairperson for the group.
7. 2. 4. The nuts and bolts of the work behind this committee need someone to be the point person. Set up meetings, facilitate meetings, etc.
7. 2. 5. Would like to get some permit money earmarked. This may be difficult to sell, though. Industry will be the end user of the work this group does.
7. 2. 6. The chairperson would serve at the pleasure of this committee.
7. 2. 7. There should be some goal to have the chairperson and the work of this group funded by industry.
7. 2. 8. The vote for this chairperson should be limited to industry; CT and CHP should not be voting on this. Both CHP and CT need to commit to working with the chairperson. This needs to go to the counsel for CT and CHP.
7. 2. 9. There should be some sort of fund set aside to pay for this. Ideally it should come from the permit fee.
7. 2. 10. Maybe this should come from the Council. Maybe we should limit people's opportunity to provide input to the council to those who have contributed money to pay for the chairperson.
7. 2. 11. Chairperson needs to work for the whole group, not use the position to the advantage of their particular interests.
7. 2. 12. This person moves things through for the group to consider.

7. 3. Outcome:

7. 3. 1. For now, we want to have a chairperson to be a facilitator for this group. We will try to fund this for awhile and see what the response is.
7. 3. 2. We need to set up formal duty statement. (See upshot assignment # 40)
7. 3. 3. The committee will review this assignment of chairperson when ever they feel the need –The term of office is indefinite -

8. Crane Group /Mike Vlaming

8. 1. Status:

- 8. 1. 1. Crane group met with Caltrans last Tuesday to discuss the proposal.
- 8. 1. 2. Will have revised section to permits manual for this.
- 8. 1. 3. Memo will be issued.

8. 2. Next steps

- 8. 2. 1. Memo will be drafted for work group to comment on.
- 8. 2. 2. Once the work group agrees to it, policy will be published and go into effect.

8. 3. Outcome:

- 8. 3. 1. Present the policy as "done deal" at June 9th.
- 8. 3. 2. Send the report to Hector for inclusion in THE REFCORD. (See upshot assignment # 41) (Notes send by Mike V-are as follows at 8.3.3.)
Send April 27, 2004.
- 8. 3. 3. Based on the discussion during the meeting held April 13, 2004, Caltrans' response is clarified and modified as follows:
 - (1) Boom Support Vehicles will be allowed legal axle weights (additional 2000 pounds). The Transportation Permit Manual Section 305.3.6 will be amended to remove the separate axle weight chart and refer to the weight allowances provide in California Vehicle Code Sections 35550 and 35551. Such vehicles are eligible for annual permits.
 - (2) Boom Support Vehicles will be allowed "green" weight regardless of the suspension system on the carrier subject to extra legal weight considerations to be resolved.
 - (3) Boom Support Vehicles will be allowed "bonus green" weight provided the carrier has a hydrogas suspension system and is in compliance with bonus configuration requirements.
 - (4) The availability of annual permits for the extra legal configuration remains open for discussion.
 - (5) Representatives from industry will investigate the utilization of Boom Support Vehicles with more than three (3) axles in light of the California Vehicle Code weight limit of 54,000 pounds and the need for additional allowances in such situations.
 - (6) Industry representatives will investigate the ability to develop a methodology for weight transfer calculations in close coupled axle situations in an effort to properly evaluate weight allowances and annual permit applications.

The time frame within which the changes contained in items (1), (2) and (3) will be implemented will be discussed at the CTPAC-SC meeting on April 19, 2004.

9. Annuals

9. 1. Status

- 9. 1. 1. Group met with Senator Dunn.

- 9. 1. 2. Group is formulating a response to Caltrans on this.
- 9. 1. 3. Caltrans knows how important Annual Permits issue is to industry.
- 9. 1. 4. Reducible Load issue is in draft of Chapter 3. Need policy formalized.
- 9. 1. 5. Original copies of annual permits policy change – not announced yet. Caltrans will no longer require original copy of permit when TPMS is implemented.

9. 2. Next steps

- 9. 2. 1. Larry will send out a note on the 24/7 issue. 24/7 hours of travel has been approved in the past, but not implemented. This is farther-reaching than just annuals.
- 9. 2. 2. We need to have more work group meetings to discuss. We cannot live with this being “denied” until TPMS is implemented. TPMS and Annuals should be separate items.
- 9. 2. 3. Work Group needs to make recommendations on how to mitigate this.

10. Dual Lane Loading

10. 1. Status

- 10. 1. 1. Working with CT on progressive weight chart.

10. 2. Next steps

- 10. 2. 1. Work group will convene. (See upshot assignment # 47)

11. Tridem

11. 1. Status

- 11. 1. 1. Draft has been circulated. Work group has concerns about this. There is a little bit more work to go on this.

11. 2. Next steps

- 11. 2. 1. We will go back to see where we can find middle ground on items that have not been accepted yet.

12. Variance

12. 1. Status

- 12. 1. 1. Need final draft on the things that have been granted.

12. 2. Next steps

- 12. 2. 1. Find areas where we can make additional compromises on where CHP/Pilot car is required on a given load... What can be eliminated? What is necessary? We feel there are compromises we can reach which will be better for all. There will be escorting done; the question will be what is the number?

13. ***New team proposed: Permit fees restructuring***

13. 1. Issue:

13. 1. 1. In April 2002 there was a request to increase permit fees to makeup transportation PERMIT BRANCH shortfall. Industry wants to pay for what it gets, and is willing to pay for faster service.
13. 2. Outcome
 13. 2. 1. People interested in serving in the Map group should contact Bob. Will have Bob S set up proposed team, scope, etc. and present in July. (See upshot assignment # 43)
13. 3.
14. ***New team proposed: Maps***
 14. 1. Issue:
 14. 1. 1. Every time a map is produced, it is almost instantly updated. Information is dated, changes rapidly. Map production time contributes to this. Need to have industry provide input/review of the maps for additional comments.
 14. 1. 2. Need a forum where we can discuss routes, colors, upgrading of routes. Make sure information is timely. There are errors in the maps. There needs to be a forum to run this sort of thing through.
 14. 2. Discussion
 14. 2. 1. How do we keep maps current?
 14. 2. 2. Vaughn received five axle maps for nine axle permits. We need better maps.
 14. 2. 3. Do we use proper maps, current maps? What is needed for this? Who needs to be involved?
 14. 2. 4. What is cheapest and best way to get current maps?
 14. 2. 5. CT has developed a map they can get produced - - CT can print the maps and the colors are good. The printing by the CT Reproduction Services group produces better color quality than "copying."
 14. 3. Next steps:
 14. 3. 1. Bob will work up the group; report back to the Steering Committee at next meeting.
 14. 4. Outcome
 14. 4. 1. People interested in serving in the Map group should contact Bob. Will have Bob S set up proposed team, scope, etc. and present in July. (See upshot assignment # 43)
 14. 4. 2.
15. Permit Manual
 15. 1. Need to establish work group.
 15. 2. Outcome
 15. 2. 1. People interested in serving in the Map group should contact Bob. Will have Bob S set up proposed team, scope, etc. and present in July. (See upshot assignment # 43)

- 16. Variance Policy *Unladen dual lane combinations*
 - 16. 1. Issue: Structures gets information handed over to them; they need to know that the loads are OK for the bridges. We would like to take Structures out by making the variance permit writer ensure that the dual lane configurations will not cross less than a Five P bridge.
 - 16. 2. Industry would like to shorten the time frame and reduce workload for the Structures group.
 - 16. 3. Outcome:
 - 16. 3. 1. There will not be any bridge reviews for unladen dual lane combinations. Vaughn will ensure this is included in the Variance SOP.
- 17. Variance Loads: *Vehicle inspection & Permit Request Procedure*
 - 17. 1. Issue:
 - 17. 1. 1. Out of state truckers who come to California cannot get permit because their vehicle is not inspected. Then after inspection, they wait for the permit.
 - 17. 1. 2. We agreed that they could submit a permit request on our inspection report form specifying the vehicle details, with vehicle inspection pending. We would get the permit written, so the permit is issued immediately upon completing the inspection successfully.
 - 17. 2. Outcome:
 - 17. 2. 1. Hector needs to coordinate this solution so the idea can be implemented. We need to pilot this and find out where the problems lie with it.
- 18. STARS Upgrade Update
 - 18. 1. Caltrans looking for beta test of STARS system in 2000 format.
 - 18. 2. June 15 we should be able to roll this out using an Access 2000 format.